

# Frequently Asked Questions about MAP Administration

## **Should suspended students be tested?**

Students on short-term suspension should be available for testing during a five-week test window. The district has the option to include students on long-term suspension. If they are not included in testing, an SIS should be completed for them and returned with the test materials. Inside the back cover of the test book, mark “absent all three sessions.” These students will contribute to your Level-Not-Determined count. Districts do not have to test expelled students.

## **Which MAP subject-area tests should be given to retained or reclassified students?**

Students should take the MAP test at the grade level in which they are classified. This may mean that some students will be taking the same subject-area MAP tests they took the previous year.

## **Should foreign exchange students be given the MAP?**

Foreign exchange students may take the MAP but are not required to do so. If they do not take the test, do not complete an SIS or SIF for them.

## **Should we test recently enrolled students?**

Unless you have already completed the administration of the MAP tests, late enrollees should be included in the testing. For Missouri School Improvement Program (MSIP) purposes, districts with highly mobile student populations may be granted permission to use only the MAP results of students who were enrolled in the district for an extended period of time. For more information, see the *Third-Cycle Procedures Handbook* at <http://dese.mo.gov/divimprove/sia/msip/index.html>.

## **Should we test home-schooled students? Homebound students? Students placed in other educational agencies by the district?**

Honoring a parental request for a home-schooled student to be included in the MAP testing is a local district decision. If home-schooled students are tested, MAP testing needs to take place in one of the district buildings. A special home-school test packet may be obtained from CTB to ensure the student’s score is not reported in the building or district group results. To obtain this packet, contact CTB/McGraw-Hill at 800-544-9868 and select option #2.

All homebound students and students placed in agencies by the district must be included in the MAP testing. Depending on the student’s situation, testing may have to occur off campus. If this occurs, test security measures should be cleared with the building test coordinator. If these homebound students do not take the MAP, an SIS should be completed and the “absent all three sessions” bubble marked.

## **What materials can be left on classroom walls during the MAP test?**

Maps, charts, etc., that relate to the subject matter of the test are not allowed to be in view of the students. It would be impractical to attempt a listing of all materials that could fall into this category. The school administrator and the classroom teacher are expected to exercise their best professional judgment.

**Can questions on the MAP be paraphrased for IEP students?**

Yes, but only if a student's IEP specifies that paraphrasing is to be used as a MAP accommodation. For more information, refer to the *MAP Accommodations Definitions* at <http://dese.mo.gov/divimprove/assess/special.html>.

**Can we use accommodations not listed in the examiner's manual?**

Accommodations employed in the administration of the MAP are not limited to the accommodations listed in the examiner's manual. Accommodations that are used, but not listed in the manual, should be marked "other" in the appropriate accommodation field's category and must have been noted in the student's IEP prior to MAP testing. For more information, refer to the *MAP Accommodations Definitions* at <http://dese.mo.gov/divimprove/assess/special.html>.

**Can teachers preview the MAP test prior to testing?**

Special-education teachers may preview a MAP test to pre-select items for an IEP student to attempt. However, this procedure must be addressed in a student's IEP and the review performed under the supervision of the building test coordinator. Other teachers are not allowed to review the test prior to the first day of testing.

**Are there going to be multiple forms of the MAP again this year?**

No. In 2004, there is only one form for each content area and grade level.